



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Master Agreement

Order Date: 10-08-2024

CORRECT ORDER NUMBER MUST
 APPEAR ON ALL PACKAGES, INVOICES,
 AND SHIPPING PAPERS. QUESTIONS
 CONCERNING THIS ORDER SHOULD BE
 DIRECTED TO THE DEPARTMENT
 CONTACT.

Order Number:	CMA 0211 4078 GSD2400000004 2	Procurement Folder:	1279879 B
Document Name:	Snow Removal Services - Building 37 DEP	Reason for Modification:	Change Order 1 Issued to renew contract
Document Description:	Snow Removal Services - Building 37 DEP		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Vendor	Effective Start Date:	2023-11-15
Free on Board:		Effective End Date:	2025-11-14

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000205036	Requestor Name:	John C Cummings
TERRACARE INC		Requestor Phone:	304-352-5521
374 KANAWHA SALINES DR		Requestor Email:	john.c.cummings@wv.gov
CHARLESTON	WV		
US	253065701		
Vendor Contact Phone:	304-925-4751		
Extension:			
Discount Details:		<div style="font-size: 2em; font-weight: bold;">2025</div> FILE LOCATION _____	
Discount Allowed	Discount Percentage Discount Days		
#1 No	0.0000 0		
#2 No			
#3 No			
#4 No			

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION	STATE OF WEST VIRGINIA
GENERAL SERVICES DIVISION	JOBSITE - SEE SPECIFICATIONS
103 MICHIGAN AVENUE	
CHARLESTON	WV 25305
US	No City
	WV 99999
	US

CR 10-17-24

Purchasing Division's File Copy

Total Order Amount:	Open End
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MKP 10/10/2024
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya H 10/17/24*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John L. Gray*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
Cathy Yell
 DATE: *10-22-24*
 ELECTRONIC SIGNATURE ON FILE

10/22/2024

Extended Description:

Change Order 1

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal November 15, 2024 through November 14, 2025.

Remaining Renewals: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72102903			EA	1000.000000
	Service From	Service To		Service Contract Amount	
	2023-11-15	2025-11-14		0.00	

Commodity Line Description: Building 37 DEP - De-cing

Extended Description:

Snow Removal Services - Charleston Metro Buildings

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	72102903			EA	2000.000000
	Service From	Service To		Service Contract Amount	
	2023-11-15	2025-11-14		0.00	

Commodity Line Description: Building 37 DEP - Removal 1" - 6"

Extended Description:

Snow Removal Services - Charleston Metro Buildings

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	72102903			EA	3000.000000
	Service From	Service To		Service Contract Amount	
	2023-11-15	2025-11-14		0.00	

Commodity Line Description: Building 37 DEP - > 6"

Extended Description:

Snow Removal Services - Charleston Metro Buildings

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	72102903			HOUR	150.000000
	Service From	Service To		Service Contract Amount	
	2023-11-15	2025-11-14		0.00	

Commodity Line Description: Hourly Rate for off-site removal

Extended Description:

Snow Removal Services - Charleston Metro Buildings



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
State Capitol
Charleston, West Virginia 25305

John K. McHugh
Acting Cabinet Secretary

John K. McHugh
Director

September 19, 2024

Terracare, LLC.
374 Kanawha Salines Dr.
Charleston, WV 25306

REF: CMA 0211 GSD240000004 Snow Removal Services – Building 37 DEP

Attn: George Bohach,

The above referenced contract will expire on November 14, 2024. The West Virginia Department of Administration, General Services Division wishes to renew the contract for one (1) year under the same pricing, specifications, terms and conditions. The renewal term of the contract will be from November 15, 2024, through November 14, 2025. If you are in agreement to renew this contract, please sign below and return to Wayne Boswell, via email at Paul.W.Boswell@wv.gov, at your earliest convenience along with current certificate of insurance.

If you have any questions, please feel free to contact me.

Thank you,

Paul W Boswell

P. Wayne Boswell
Procurement Associate, General Services Division

[Handwritten Signature]

10/8/24
Date

Name/Signature
GEORGE R Bohach

General Manager

Title

DESCRIPTIONS (Continued from Page 1)

Blanket Additional Insured with Waiver of Subrogation included with respects to General Liability and Automobile Liability where required by written contract. Waiver of Subrogation included on Workers Compensation where required by contract.

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

TERRACARE, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/26/1984		6/26/1984	Domestic	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 5000.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	10.000000
Authorized Shares	500	Young Entrepreneur	Not Specified



Addresses	
Type	Address
Local Office Address	374 KANAWHA SALINES DR CHARLESTON, WV, 25306
Mailing Address	374 KANAWHA SALINES DR CHARLESTON, WV, 25306 USA
Notice of Process Address	RYAN P. TIERNEY PO BOX 189 CHARLESTON, WV, 25321
Principal Office Address	374 KANAWHA SALINES DR CHARLESTON, WV, 25306 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	STRATEGIC VENTURES, INC. P.O. BOX 2586 CHARLESTON, WV, 25329
President	DR. JAMES P. TIERNEY PO BOX 189 CHARLESTON, WV, 25321
Vice-President	RYAN P. TIERNEY PO BOX 189 CHARLESTON, WV, 25321
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
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Date filed

For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, October 10, 2024 — 10:54 AM

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Search



Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

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All Entity Information

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- Disaster Response Registry
- Responsibility / Qualification
- Exclusions

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Any Words

All Words

Exact Phrase

Entity

Location

Status

Active

Inactive



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#05 MKP</u> Date: <u>10/10/2024</u> Solicitation No. _____ <div style="font-size: 2em; color: blue; margin-left: 20px;">C/o</div>	Agency: General Services Division <hr/> Procurement Officer Submitting Requisition: Paul W Boswell <hr/> Requisition No. CPO GSD2400000004 <hr/> PF No.: 1279879
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

#	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: *Melissa K. Pottrey, Senior Buyer*